

# Illinois Century Network

## Policy Committee Meeting Agenda

July 16, 2012  
1:00 p.m.



**ILLINOIS CENTURY NETWORK  
POLICY COMMITTEE  
MEETING AGENDA  
July 16, 2012  
1:00 p.m.**

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**Next Meeting**

October 15, 2012  
Community College Board, Springfield  
James R. Thompson Center, Chicago

**ILLINOIS CENTURY NETWORK**

**April 16, 2012 POLICY COMMITTEE MINUTES**

<b>Submitted for:</b>	Action
<b>Summary:</b>	Distribution of the April 16, 2012 minutes for review by the Policy Committee.
<b>Action Requested:</b>	Adoption of the April 16, 2012 minutes.
<b>Recommended Motion:</b>	The ICN Policy Committee adopts the April 16, 2012 minutes with any edits as noted.

## ILLINOIS CENTURY NETWORK

### April 16, 2012 POLICY COMMITTEE MINUTES

Bonnie Styles called the meeting to order at 1:09 PM at the request of the Chair.

#### Members present Chicago:

Greg Wass, Cook County (late arrival)	
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#### Members Present Springfield:

Anne Craig, Illinois State Library	Bonnie Styles, Illinois State Museum
Scott Norton, Illinois State Board of Education	Todd Jorns, Illinois Community College Board
Amy Edwards, Illinois Board of Higher Education	

#### Member on Conference Bridge:

Chet Olson, Mayor of Rochelle	
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#### Members absent:

Malcolm Weems, Central Management Services	Mike Dickson, Western Illinois University
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#### Staff and guests:

Lori Sorenson, Central Management Services	Robin Woodsome, Central Management Services
Tom Oseland, Central Management Services	Kirk Mulvany, Central Management Services
Deborah Kelley, Central Management Services	Frank Whitney, AT & T
Carla Poani, AT & T	Kathleen Bloomberg, Illinois State Library
Joey Mak, Department of Commerce and Economic Opportunity	Irma Lopez, Department of Commerce and Economic Opportunity

#### Minutes

Bonnie introduced the first item on the agenda, the approval of the minutes from January 17, 2012. Todd Jorns made a motion to accept the minutes. The motion was seconded by Amy Edwards. The motion carried.

#### Illinois Broadband Opportunity Partnership Update

Lori Sorenson reported the project is progressing as expected. The new construction mileage was divided into twelve packages. Construction has begun on six of the packages and several others will begin within the next couple of months. Handouts were provided which show the breakdown between conduit and direct bore installations.

The I-55 to Litchfield High School lateral will be done this week. The contractor will be tying into leased fiber that is already operational between two ICN POP sites. The high school has connections into the other school buildings and the Illinois Rural HealthNet has already built fiber from the local hospital to the high school.

One challenge that could affect the schedule is permitting. There are over 400 permits required from the Department of Transportation, municipalities, counties, various railroads, etc. It has been difficult obtaining permits from some of the smaller municipalities. There have been a few occasions where the RTC staff have had to go and actually look for the road commissioners for some of these small communities. To date CMS has secured about 80% of the permits.

Leases have been secured for 570 miles of fiber. There are 30 additional miles that are required. The ISU portion of the project includes 90 miles of wireless which is under design.

As of mid March, CMS has spent \$17 million (\$10.8 federal and \$6 state) of the \$96 million grant. The Governor's Office of Management and Budget is working with the Department of Commerce and Economic Opportunity to transfer \$6 million in capital funds. It looks like CMS will receive a total of \$30 million in state funds. As construction activity increases, the project spend rate will dramatically increase.

Lori reported that a letter was received in February from the NTIA requesting an updated project timeline including a quarter-by-quarter forecast on spend and fiber miles. Based on the current rate of spend, CMS will not meet the year two target to spend two-thirds of the grant funds. The updated forecasts were submitted in February.

In February, the NTIA Program Officer was onsite for a 2-day site review. During the site visit, NTIA reviewed CMS's grant policies, procurements, record keeping, reporting, and overall compliance with all grant rules. They chose an invoice and went from start to finish beginning with the contract, procurement files, order, invoice, then verified the items were in inventory. They also looked at the project timeline, targeted sites, proposed rates, and marketing plan. The Program Officer advised that typically a project of this size can expect six or more recommendations as a result of the site visit. CMS received only two action items: 1) provide an update on the forecasted network miles broken out by new build verses leased and 2) provide an update on the forecasted community anchor institutions by category. ISU had several community anchor institution changes which had already been submitted by the time the request was received. There are no additional site visits planned at this time.

Staff have been working with the Illinois Office of Communication and Information Media Services to create several short videos explaining the project, including the activity to construct the fiber and the expected benefits and impact. They have interviewed construction workers, representatives of the anchor institutions, and Joe Mambretti from Northwestern Illinois University. The Governor's Office will provide a segment on the state's vision. The finished product will be production quality video. Greg Wass mentioned he would be interested in broadcasting it on Comcast channel 900 in Chicago.

CMS is looking for ideas and assistance with coordinating public relations activities as anchor institutions are connected. Amy Edward stated the Board of Higher Ed has a newsletter and Todd stated the Community College Board would be willing to help. Scott Norton stated he'll contact the public relations staff within the State Board of Education for some ideas.

CMS has been working with Ryan Croke to schedule a ground breaking event with the Governor at Kankakee Community College. Greg mentioned that the Governor has been invited to the Greater Southland Economic

Development Council quarterly meeting on the 27th. Perhaps the groundbreaking could be coordinated for the same day.

### **State Funding Allocation Model**

CMS presented the proposed rates and allocation model based on feedback from the Policy Committee and Advanced Engineering Taskforce. The CMS Fiscal Officer has been briefed but, is holding approval until the Policy Committee reviews and comments. Information regarding both the funding allocation model and rates were sent to all potential and existing customers requesting comments and feedback for the Policy Committee.

The proposed rates for the traditional ICN services (ICN Broadband Services with Internet Egress) range from \$9 to \$14 per megabit. The more you buy, the lower the cost. These rates compare to the current rates of \$70 to \$170 per megabit. A new service is available to accommodate anchors needing an on-net connection between two or more locations (no Internet). This service is called ICN Point to Point and Point to Multipoint Services. It will primarily be used for cloud services (e.g. Illini Cloud) or multi-campus buildings.

The funding model establishes a formula for dividing the state appropriation among the eligible anchors based on student enrollment or population served. Based on the current \$13 million appropriation, anchors, and enrollments, the minimum credit for a K-12 school district would enable them to purchase 50 megabits of traditional ICN bandwidth as compared with 8 megabits under the current model. Over 50 percent of the K-12 districts would receive a credit equal to 50 megabits of bandwidth. The remainder would receive a higher credit based on their enrollment.

Robin Woodsome provided a few comparisons of the current and proposed funded bandwidth:

- Carl Sandburg College – from 8 to 53 megabits
- Waubensee Community College - from 15 to 209 megabits
- Alton School District - from 14 to 249 megabits
- Cicero School District 99 - from 28 to 500 megabits
- Cole Cities - from 8 to 66 megabits
- Chicago State University - from 12 to 183 megabits
- Dominican University - from 8 to 103 megabits
- University of Illinois at Chicago - from 52 megabits to 1 gigabit

There are a number of non-enrollment educational organizations that will receive a credit equal to 10 megabits (based on current funding). These include institutions like the Regional Offices of Education, Special Education Districts, and U of I Extension Offices.

Credits for libraries are based on population served. The minimum credit will enable library districts to purchase a minimum of 35 megabits. About 250 libraries will receive a credit equal to 35 megabits. About 50 libraries will receive a credit that will fund between 35 and 100 megabits. About 20 libraries will receive a credit that will fund between 100 and 300 megabits. Chicago Public Library is the largest and would receive a credit equal to 1 gigabit.

Robin Woodsome also provided a few comparisons of the current and proposed funded bandwidth:

- Aurora Public Library - from 8 to 288 megabits
- Downers Grove Public Library - from 8 to 71 megabits
- Homer Township Public Library - from 8 to 40 megabits
- Morton Grove Public Library - from 8 to 35 megabits
- Schaumburg Public Library - from 8 to 222 megabits

Museums would receive a credit equal to 36 megabits of traditional ICN bandwidth. This compares to the current 8 megabits of bandwidth.

Over 99% of the K-12 schools and libraries do not pay ICN anything. They rely on what is available to them through state funding. If state funding goes down to \$10 million, the credit will decrease to the equivalent of 25 megabits versus 36 megabits. The credit calculation is based on the state appropriation, how many customers are on the network and student enrollment/library populations and will be adjusted every fiscal year. If a school or library connects midyear, CMS provides a pro-rated credit based on the current allocation formula. Not all of the customers will take advantage of their credit. They will need time to get a last mile connection large enough to take advantage of the increased bandwidth. CMS has taken this into consideration. The goal is to make sure the whole appropriation is being distributed.

Surprisingly, CMS has only received six comments. CMS distributed the comments. CMS also received letters from two of the three library systems (Heartland Library System and Reaching Across Illinois Library System). Copies of the letters were distributed. Library systems are slated to receive a credit equal to 10 megabits like the non-enrollment educational sites. The library systems would like to receive a credit equal to the total population of their member libraries. This would be very high. Troy Brown is on the AET and had mentioned that 10 megabits for the library systems would be problematic. Staff encouraged Troy to provide suggested alternatives.

The Policy Committee discussed the impact to other libraries if the credit was increased for the systems. Committee members also discussed options for co-locating the library systems' servers at ICN POP sites in order to decrease the amount of bandwidth needed at the system offices. The Committee tasked CMS staff to work with the State Library to review the request and develop a recommendation.

Lori noted that rates for state agencies and boards are different than the proposed rates presented to the Committee. State agency rates include the ICN standard rates plus additional charges for firewalls, content filtering, and last mile connections.

The Committee decided to postpone taking action on the rates until the July meeting to allow more time for review and comments.

#### **Erate**

The 2012 application was submitted on March 9<sup>th</sup> for just over \$3 million. The 2011 application is still in review. The 2012 application is very similar to 2011, but CMS expects the amount to decrease as the fiber

backbone becomes operational and circuits are taken out of service. This will probably be the last application CMS submits. Instead CMS will become a service provider.

**Adjournment**

Todd Jorns made a motion to adjourn the meeting. Scott Norton seconded the motion. The motion carried.



**ILLINOIS CENTURY NETWORK**

**ILLINOIS BROADBAND OPPORTUNITY PARTNERSHIP UPDATE**

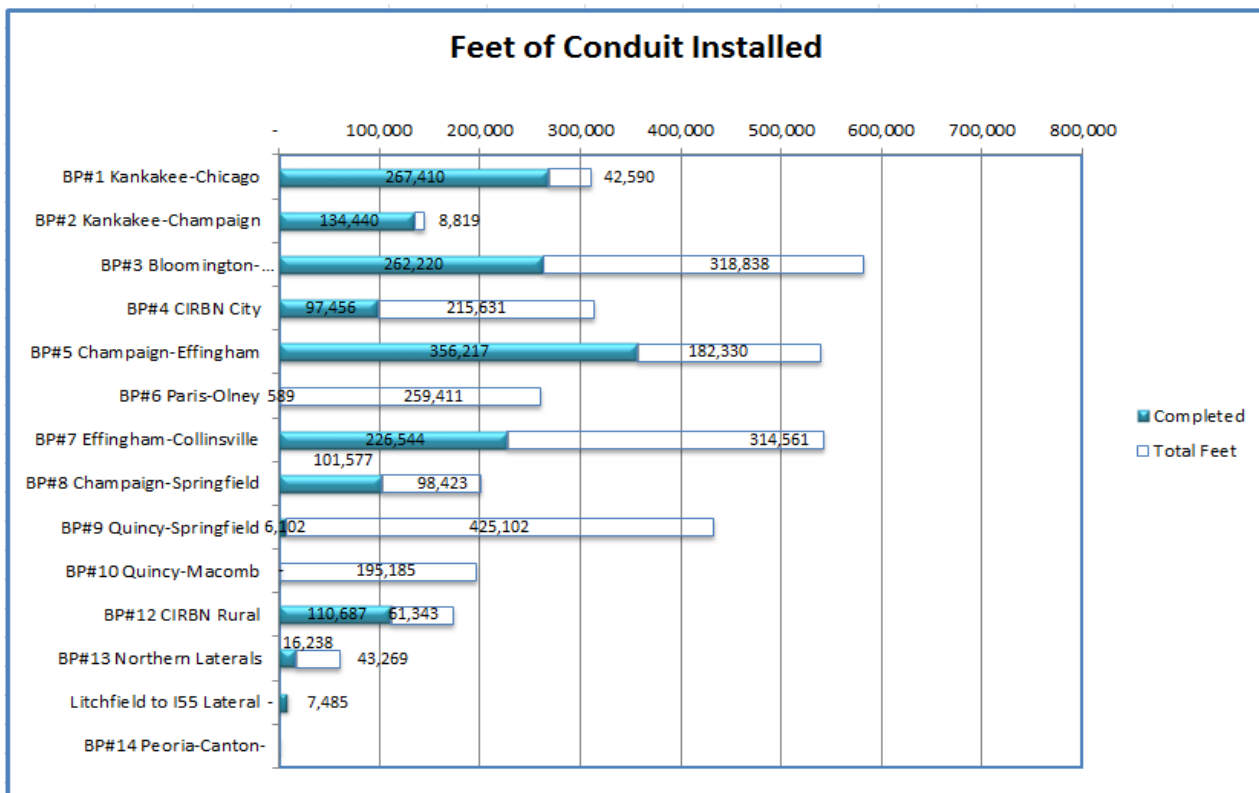
<b>Submitted for:</b>	Information
<b>Summary:</b>	Provides an update on the Illinois Broadband Opportunity Partnership.
<b>Action Requested:</b>	None
<b>Recommended Motion:</b>	None

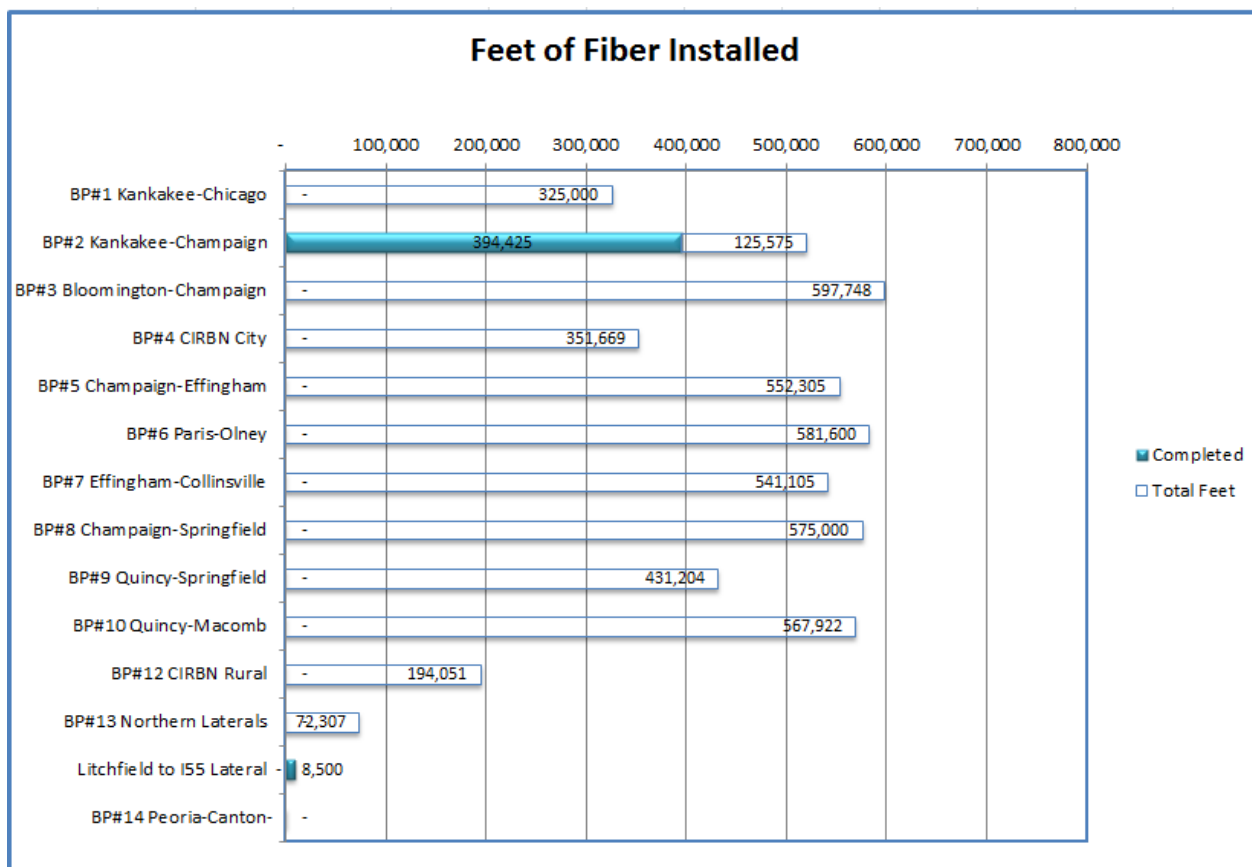
## ILLINOIS CENTURY NETWORK

### ILLINOIS BROADBAND OPPORTUNITY PARTNERSHIP UPDATE

#### Construction

Construction has started on all twelve construction packages. To date 300 of 700 miles of conduit and about 75 of 1,100 miles of fiber has been installed. About 330 of 400 permits are secured (83%). The majority of the outstanding permits are with railroads and are pending checks to cover fees or with the railroad for final approval. There is only one railroad where CMS is still negotiating changes to the terms and conditions of the permit. Following is a snapshot of progress by package.





### Fiber Leases

There has been no change on the leased fiber miles - 570 of 600 miles secured. CMS is negotiating contracts for the additional leased miles.

### Budget

As of June 27<sup>th</sup> project expenditures total \$21M of the \$96M. CMS has received \$14M of the \$64M in federal funds and \$6M of the \$26M in Illinois capital funds plus another \$6M in state funding. CMS will not meet the NTIA target to have two-thirds of the grant budget spent by the end of year two (\$64M by July 31, 2012). CMS has provided NTIA with a detailed explanation for variance between actual and target spend. CMS has also provided a revised project timeline and budget forecast demonstrating a plan to complete the project by the end of year three and within budget.

### Community Anchor Institution (CAI) Connections

To date eight CAI connections are complete and capable of delivering increased bandwidth. Seven of the sites are state agencies and one is a K-12 entity (Litchfield High School). Litchfield High School is utilizing the fiber connection to increase their broadband speeds from 10 megabits to 50 megabits.

**ILLINOIS CENTURY NETWORK**

**STATE FUNDING ALLOCATION MODEL**

**Submitted for:** Action

**Summary:** Provides an opportunity for open discussion for ICN State Funding Allocation Model

**Action Requested:** Adoption of the State Funding Allocation Model

**Recommended Motion:** *The ICN Policy Committee adopts the State Funding Allocation Model as a replacement to the Cost Recover Model effective with the implementation of the IBOC-EC fiber network.*

## **ILLINOIS CENTURY NETWORK**

### **STATE FUNDING ALLOCATION MODEL**

We have finalized the proposed rates and allocation model which was presented to the ICN Policy Committee at the April 16, 2012 meeting. There have been no changes to the model since that time. Also at the April meeting, the Policy Committee reviewed and discussed letters from the Illinois Heartland Library System (IHLS) and Reaching Across Illinois Library System (RAILS), requesting a change in the allocation policy for Library Systems. Under the proposed model, Library Systems would be allocated a credit of \$1,680 annually per site, which would secure 120Mbps of bandwidth (10Mbps monthly). The two Library Systems recommended the model be adjusted to allow Library System allocation based on population served rather than by site. IHLS suggested they receive an allocation of \$41,000 and RAILS suggested they receive an allocation of \$108,000.

Since the April Meeting, ICN staff has met with State Library staff in an effort to understand in more detail the bandwidth needs of the two Library Systems IHLS and RAILS. Snapshots of Library System site utilization were reviewed and a request was made to both Library Systems for more detailed information on applications and services utilizing bandwidth. RAILS responded with a report which was shared with State Library staff. In our meeting with State Library staff, it was agreed to allow additional time to further study the Library System allocation level question and that a final resolution would not impact the model as a whole. Therefore ICN staff request the model be adopted as is with the understanding that any changes to the Library System allocation may be made in agreement between the Library Systems, Illinois State Library and the ICN with updates to the Policy Committee.

We have not received any additional comments at our ICN mail box specifically on the allocation model.

**ILLINOIS CENTURY NETWORK**

**ADVANCED ENGINEERING TASKFORCE  
MEMBERSHIP APPOINTMENTS**

**Submitted for:** Action

**Summary:** This item seeks confirmation of new members and renewal of those appointments that expire in 2012.

**Action Requested:** That the Policy Committee approves the confirmation of new members and renewal of those appoints that expire in 2012.

**Recommended Motion:** *The Policy Committee approves the confirmation of new members and renewal of those appointments that expire in 2012.*

## **ILLINOIS CENTURY NETWORK**

### **ADVANCED ENGINEERING TASKFORCE MEMBERSHIP APPOINTMENTS**

Participation in the Advanced Engineering Taskforce (AET) continues to be strong and includes a balance of constituent categories, size, and geography. The table on the next page shows a representation of the current AET membership.

The AET is seeking reappointment for the following members whose terms expired in June 2012. The new three year terms would extend through 2015.

- Jim Flanagan, Illinois Chief Technology Officers
- Rich Kulig, College of Dupage
- Scott Armstrong, Kishwaukee Community College
- Michael Shelton, Southern Illinois University
- Joel Mambretti, Northwestern University
- Herb Kuryliw, Northern Illinois University
- Brandon Gant, CARLI
- Rob Zschernitz, The Field Museum of Natural History
- Glenn Trommels, City of Rockford

In addition to the reappointment request for the above-listed individuals, the AET is seeking the appointment of the following individual to the AET. The new three year term would extend through 2015.

- John Bandy, Memorial Health System

The AET did not have a participant from the healthcare constituency group this past year. Mr. Bandy serves as the Information Services Security Officer for Memorial Health System in Springfield, and has expressed an interest in serving as a member of the AET.

The AET is not seeking reappointment for the following members whose terms expired in June 2012.

- Ken Terrinoni, Boone County
- Ryan Croke, Governor's Office

Each of these members has expressed that they do not wish to serve for another term due to time constraints which would prevent them from participating on a regular basis.

The staff recommends adoption of the following resolution:

The Policy Committee approves the confirmation of the new member and renewal of those appointments as requested, that expire in 2012.

## Advanced Engineering Taskforce Member Matrix 2012

K-12 Schools	Community Colleges	Universities	Libraries	Museums	Other Institutions	Units of Local Government	State Agencies	Staff
Jim Flanagan Illinois Chief Technology Officers (2012)	*Comm. College Pres. Tech. Council (2013)	Michael Shelton SIU (2012)	Andrew Bullen Illinois State Library (2013)	Robert Dulski Brookfield Zoo (2014)		Sam Ferguson City of Schaumburg (2013)	Ryan Croke Governor's Office (2012)	Kirk Mulvany CMS
Dennis Gallo O'Fallon CCSD 90 (2013)	Alan Pfeifer Sauk Valley Comm. College (2014)	Mike Dickson WIU (2013)	Brandon Gant CARLI (2012)	Rob Zschernitz The Field Museum of Natural History (2012)		Ken Terrinoni Boone County (2012)		Robin Woodsome CMS
Brian Tobin Dekalb CUSD 428 (2013)	Rich Kulig COD (2012)	Steve Menken ISU (2014)	Troy Brown Shawnee Library System (2014)			Glen Trommels City of Rockford (2012)		Lori Sorenson CMS
Jim Peterson Bloomington Schools (2013)	Scott Armstrong Kishwaukee Comm. College (2012)	Joel Mambretti Northwestern University (2012)				Kevin Moran City of Chicago (2013)		Frank Walters CMS
Ed Wagoner Chicago Public Schools (2013)		Tracy Smith (serving out Dr. Deanna Raineri's term) UIUC (2013)				Ken Davis Sangamon County (2013)		
		Brian Murphy EIU (2014)						
		Herb Kuryliw NIU (2012)						



**ILLINOIS CENTURY NETWORK**

**E-RATE UPDATE**

<b>Submitted for:</b>	Information
<b>Summary:</b>	This item provides an update on ICN E-Rate funding request.
<b>Action Requested:</b>	None
<b>Recommended Motion:</b>	None

## ILLINOIS CENTURY NETWORK

### E-RATE UPDATE

The chart below summarizes E-rate funding activity and status for each funding year application.

#### E-rate Activity

Funding Year	Received	Approved – Not yet received	Applied for Not yet approved	Under Appeal
Year 3 (2000)	\$2,137,765	-0-	-0-	N/A
Year 4 (2001)	\$2,522,559	-0-	-0-	\$1,097,244 <sup>1</sup>
Year 5 (2002)	\$4,996,227	-0-	-0-	N/A
Year 6 (2003)	\$4,644,171	-0-	-0-	N/A
Year 7 (2004)	\$2,497,427	-0-	-0-	\$393,338 <sup>2</sup>
Year 8 (2005)	\$2,424,567	-0-	-0-	N/A
Year 9 (2006)	\$982,392	-0-	-0-	N/A
Year 10 (2007)	\$953,998	-0-	-0-	N/A
Year 11 (2008)	\$799,251	-0-	-0-	N/A
Year 12 (2009)	\$1,339,032	-0-	-0-	N/A
Year 13 (2010)	\$2,982,199	-0-	-0-	N/A
Year 14 (2011)	N/A	N/A	\$3,353,278	N/A
Year 15 (2012)	N/A	N/A	\$3,356,865	N/A
<b>Totals</b>	<b>\$26,279,588</b>	<b>-0-</b>	<b>\$6,710,143</b>	<b>\$1,490,582</b>

Funds listed in the “Under Appeal” column in the above chart will be dropped as of the next Policy Committee meeting update. No further action is being taken regarding these funds as they are considered to be unrecoverable.

The ICN E-rate application for the 2011 funding year remains at the “Initial Review” status with USAC. No recent activity has taken place regarding this application.

The ICN 2012 funding year application is also at the “Initial Review” status with USAC. Recently, USAC consortium review requested copies of all “Letters of Agency” for those entities included in the application. The letters, 416 of them, were compiled and, along with a requested cross reference list, submitted to USAC by the deadline. No further activity has occurred with this application.

<sup>1</sup> This amount remains from the appeal of the 2001 ISBE E-rate application. All other approved funds have been disbursed. However, due to a lack of supporting documentation, USAC denied the disbursement of this funding request.

<sup>2</sup> This remaining amount under appeal is related to the ICN Year 7 Library application. For unknown reasons, the FCC did not include this application in their decision to grant the ICN appeal of denied funding for the School application. Recovery of this funding will not be sought.

**ILLINOIS CENTURY NETWORK**

**OPEN MEETINGS ACT**

<b>Submitted for:</b>	Action
<b>Summary:</b>	State of Illinois requirement to take the Open Meetings Act training.
<b>Action Requested:</b>	Electronic Training Participation
<b>Recommended Motion:</b>	The Policy Committee agrees to participate in the Open Meetings Act electronic training.

## **ILLINOIS CENTURY NETWORK**

### **OPEN MEETINGS ACT (5 ILCS 120)**

Effective January 1, 2012, elected or appointed members of a public body subject to the Open Meetings Act (OMA) must complete electronic training once during their term of election or appointment as follows:

- Any person who is an elected or appointed member of a public body subject to the Act on January 1, 2012, must complete the electronic training between January 1, 2012 and January 1, 2013.
- Any person who becomes an elected or appointed member of a public body subject to the Act after January 1, 2012 must complete the electronic training no later than the 90<sup>th</sup> day after taking the oath of office or, if not required to take an oath of office, after otherwise assuming responsibilities as a member of a public body.

Elected or appointed members need not complete the electronic training on an annual basis thereafter unless they are also delegated to receive training on compliance with the Open Meetings Act.

The Public Access Counselor's Office OMA electronic training is available free of charge at:

[http://foia.ilattorneygeneral.net/electronic\\_foia\\_training.aspx](http://foia.ilattorneygeneral.net/electronic_foia_training.aspx)

Some training hi-lights include:

- Adoption of rules to allow for electronic meeting attendance.
- Adoption of rules to allow public recording
- Adoption of rules to allow time for the public to address the board (including time limits, limiting the topics to subjects on the agenda, and actually having time set aside on the agenda)
- Rules must be published
- Changes to scheduled meetings must be made 10-days in advance
- A majority of the quorum must be present at the meeting to allow for electronic attendance (audio or video).

Once you complete the online training, please forward a copy of your certificate to [Deborah.Kelley@illinois.gov](mailto:Deborah.Kelley@illinois.gov).